



GOVERNOR'S OFFICE OF EMERGENCY SERVICES

Coastal Region

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Region II Mutual Aid Regional Advisory Committee (MARAC)

1300 Clay St., Ste. 400, Oakland Ca, 94612

Thursday, May 22, 2008

10:00 - 12:00

MEETING MINUTES

Introduction

John Anderson called the meeting to order at approximately 10:00 AM. Introductions were made and the agenda items reviewed. Chris Barkley was invited to provide a short presentation on State Emergency Plan revision and invited all to the focus groups.

REGION II MARAC Members present:

John Anderson	CA OES Coastal Region	Chair
Enforcement		
Barbara Center	Region II RDMHC	
Emergency Medical Services		
Jan McClellan	Alameda County OES	
Chris Boyer	Contra Costa County OES	
Chris Godley	Marin County OES	
Brian Tempero	San Benito County OES	
Rob Dudgeon	San Francisco County OES	
Bill O'Callohan	San Mateo County OES	
Bob Powell	Solano County OES	
Sandy Covall-Alves	Sonoma County OES	
Kathleen Crawford	City of Oakland OES	Large City

Guests:

Cecile Rollinson	CA OES Coastal Region	
Roger Sigtermans	CA OES Coastal Region	
Chris Helgren	Sonoma County OES	
Brenden O'Leary	Division of Homeland Security, San Francisco Fire	
Nancy Okasaki	Metropolitan Transportation Commission	
Chris Barkley	URS Corp.	
Mickey Griffin	CA OES Law Enforcement Branch	Law Enforcement
Tammy Shucks	City of San Jose OES	
Jeannie Gubenoff	Redwood Empire Schools Insurance Group	Schools
Ralph Anthenian	California National Guard	
Jim Walgreen	San Jose Water, Santa Clara County	

1. Approval of March 25, 2008 MARAC Minutes

John Anderson made a motion for review and approval of the minutes from the previous meeting. There was a request to correct the last minutes by noting that those who attended be listed by name and area. There were no further comments. A first and second motion for approval was passed.

2. SEMS Maintenance System Updates

Chris Godley mentioned that the SEMS Advisory Committee had not met. There were no updates on the SEMS Maintenance System other than the potential for Legislative Bill AB38, which could potentially affect SEMS depending on who is in charge. John advised that the agency secretary or his designee would be in charge.

3. State and Regional Reports

John advised that the BCP to add 19 staff to the regions is moving forward. Eight (8) positions will be assigned to Coastal Region. There will be no bodies in July due to the budget. It could be September or October before the budget is approved. In the meantime, we will complete the necessary paperwork.

- **State Emergency Plan Update:** Chris Barkley, URS, passed briefing materials around and provided quick overview on the plan. URS has been contracted by State OES for the project. Items driving the update include ensuring NIMS compliance since 2005, and activities underway with other state agencies. FEMA and OES are working on catastrophic planning efforts. Plan updates will include gauging FEMA in its proactive stance in responding to events and pulling FEMA and its federal partners into the state system. Two additional components for plan update will include modifications to the base plan, and the emergency function process. The base plan update will not change too much as most of information is still relevant. Emphasis will be on maintaining the existing document, and updating areas that need work and adding elements related to emergency response, mitigation, preparedness and recovery. Efforts started earlier in the year with a gap analysis and review of background materials such as administrative orders. There were focus groups conducted with state agencies particularly around ESF or EF concept. Between now and summer efforts will be made to broaden the outreach beyond OES and state agencies. Effort on the part of OES will be made to run some of its state partners through SEMS training to reinforce some of basic concepts of state emergency management and dispel misconceptions so that state partners get a better handle on how the state works. Base plan will be updated and to the Governor by September 2008. Chris discussed the emergency function process. The goal is to organize state agencies and stakeholders on the functions performed during emergencies. OES wants to encourage more collaboration during the emergency planning process, and prior to disasters. Chris listed the proposed emergency functions to include (Agriculture, Care and Shelter, Architecture and Engineering, Law Enforcement, Evacuation, Fire and Rescue, Hazardous Materials, Management, Public Health and Medical Response, Resources, Transportation, Utilities, Volunteers and Donation Management, Long Term Economic Recovery.) There is no requirement for local governments to align there emergency support functions. It is not the intention to realign local systems to match the state system, but to do a better job at organizing the various levels. Chris concluded by advising of the focus groups that will take place from April through August '08 for the purpose of allowing for input from stakeholders. Chris advised that Terri Gill is point of contact for State OES for further questions. Email is: terri.gill@oes.ca.gov
- **Law Enforcement Update:** Mickey Griffin advised that quarterly statewide search and rescue conferences are being conducted at State OES HQ, which include all 58 counties, search and

rescue coordinators, and sheriffs offices. We have since incorporated biannual law enforcement conferences. The first conducted in February was successful. Key issue covered was closing gaps in response time-frames for law enforcement mutual aid requests. In addition, there is an effort at the national level to develop a system similar to EMAC by developing a law enforcement response force similar to that of USAR. Still in concept stages, but they are looking at having up to ten (10) law enforcement response task forces throughout the country. A State OES Deputy Chief is working on the concept with the Los Angeles County Sheriff's Office.

- **EMMA:** Cecil Rollinson provided an update on the OES/SUASI EMMA project. A Steering Committee met this morning. The objective of the EMMA project is to build a cadre of well-trained emergency managers, and to enhance the emergency management mutual aid system currently in California. We are modeling some teams after the IMT models typically used by CalFire. The program will consist of Long Beach, LA, Bay Area SUASI and both Coastal and Southern Regions. From that, we will pull one hundred (100) people for two phases. Phases 1 and 2 will include 50 people for each phase that will go through a one-week training process. The training will include best practices and some of the models and process that are currently out there. We are in currently marketing by taking applications that will be back by July 7, 2008. There will be three reviewing committees consisting of the state, LA/Long Beach SUASI and the Bay Area SUASI. Another highlight of the EMMA project will be the Golden Guardian '08. We will have a team deployed from the Bay Area, to the exercise to assist in the Southern Region REOC and the LA/Long Beach EOCs. Phase 2 will start by approx. January '09, following the "hot-wash", best practices and lessons learned from Phase 1. During Phase 2, we will try to incorporate some of the emergency functions within the EOC. Chris Godley added that this not just ICS training, but is bringing together literally 100 of the best emergency managers, not just the OES types, but various disciplines (e.g. public works, law, fire) and providing them the best training and experience that a million dollars can buy. This is incentive to reinforce the EMMA system in California, and to indirectly develop a core group of individuals that have some advanced professional training to network with each other, and that understand how to work at various levels of government such as local, OpArea, Regional, State, and the JFO. It is a great opportunity where participants will have expenses reimbursed by the project. The first round of training will include 50 people, with 17 coming from the Bay Area. Cecil advised that prerequisite training should include ICS100, ICS200, ICS300, as well as ICS700 and ICS800 training.
- **Medical Health:** Barbara Center advised that EMSA is doing some forward leaning on the fires in Santa Cruz. Handouts were provided on the major program activities for EMSA. EMSA involved with standardized health guidelines, working on volunteer system where they have a 1,100 volunteers registered now. That system registers not only medical but also non-medical volunteers. Medical licensed volunteers provide monthly updates to validate their credentials. We are getting six (6) Disaster Medical Support Units in this region. There are 26 units statewide.

4. Sub-Committee Workgroups

Jan McClellan advised that the Emergency Forum Working Group was held with 40 out of 100 in attendance. They will begin working on the next forum by determining where they should conduct the next meeting. They are looking at a more central location. Jan queried to group for suggestions and input.

5. SEMS Exercise and Training Committee

Sandy Covall-Alves provided update on conference call. There is no requirement for ICS300 and ICS400 training for EOC staff. There is no training in place for 'Action Planning' and question arose on where or how to get a curriculum in place for that type of training. Sandy suggested that they get someone from the fire department or CalFire, or a plans section chief to come in and conduct a 4-

hour training on action planning. There are people from the fire service who can come in and assist with training. Sandy advised that this is a federal requirement.

Jim in Santa Clara County advised that they have concerns from the water utilities side, on the number of hours involved in the NIMS ICS training. The training and materials take too much time and that it is onerous on all the major water utilities within the Bay Area. They plan to provide comment on the number of hours required for the training during the NIMS training comment period. Brain with San Benito County provided concern that with all compliance requirements all over FEMAs web page about emergency management and core groups, and NIMSCAST requirements if anyone was pushing this concern up toward FEMA. His concern is that we are confusing this type of training. John advised that a lot of confusion is coming down from the federal government, and we have tried to interpret it here in California and gone back with our interpretation only to have it denied. It appears to be a several year negotiation process.

6. Golden Guardian '08

Roger Sigtermans provided an update on the exercise that will take place in Southern California in November. SUASI and the Op Areas discussed an Oct. 23rd exercise here locally. This will be a 4-hour functional exercise called Silver Sentinel, and will proceed the Golden Guardian '08 exercise.

The Silver Sentinel exercise will be designed and conducted by the contractor, EG&G. There is potential for Op Areas and cities to be involved. The over-arching objectives at the local and Op Areas will be to test EMMA, and the focus will be on information sharing. The REOC will not activate, but the Region will offer to host the Simulator Cell, enabling the Region to evaluate communication systems. The Silver Sentinel exercise scenario is a Hayward earthquake and will begin 36 hours into the event. The point of contact at EG&G is Celeste Cook. The Central Bay Area counties and three SUASI cities will be participating. The process of incorporating EMMA requests into the exercise was discussed. The Coastal Op Areas will not be participating in Golden Guardian '08, but Coastal Region will dispatch to Southern Region to accommodate an EMMA request.

7. Operational Area Reports

- **Solano:** No local issues to report.
- **Santa Clara:** Op Area EOC is activated. The Santa Clara Water District was activated due to fires getting close to the Water District affecting watershed area.
- **San Benito:** Conducting a full-scale exercise today for Anthrax attack from 2 – 5 pm and working in conjunction with Health and Human Services. Cooling shelters are on stand-by in event of heat issues. Preparing for upcoming Hollister Biker Rally coming up in July.
- **Alameda:** Several cities have opened up cooling centers for heat issues.
- **Sonoma:** They are finalizing their business resumption plan.
- **Marin:** Tracking climate changes and addressing oil spill issues.
- **San Mateo:** Working on ICS300 and ICS400 training for staff. In process of tweaking cooling center plan. Working on Tsunami Ready and have half of sirens installed. Plan is to install nine sirens, and have four in the ground. They are being charged by state agencies (Coastal Commission, DFG) for a review. SMC alerting system has over 5000 public members at this time. County is expanding notification system to include schools.
- **Contra Costa:** They are working on school response plans, working on FEMA Hazard Mitigation Plan and identifying critical facilities for 19 cities, and special districts.
- **Schools:** representative shared information and getting together with other schools representatives for purpose of sharing best practices.
- **MTC:** Will not be conducting a functional exercise for all major transportation providers this year, however; will be conduct functional exercise in Nov. 2009, with hope of getting more Op Area participation.

- **City of Oakland OES:** They are working to get alternate EOC functional in event that they are unable to operate out of primary EOC located at Martin Luther King.
- **Monterey:** Reported that they are dealing with a number of issues and monitoring fires.
- **San Francisco:** Activated EOC in response to the Torch Run. Launched 1st phase of EOP revision. They are sending about 35 people to Texas A&M to beta test EOC level training.

Coastal Region:

- John announced that Cecile Rollinson has accepted and filled Kathleen Crawford's position as the Deputy Regional Administrator the Coastal Region.
- Cecile advised that all went well during the heat event. NWS was proactive in their participation during the heat conference calls and there was good participation and communication from the Op Areas. The flow of information worked well from Op Areas to Region to State HQ regarding heat status and activities.
- On June 19, the Coastal Region will be sponsoring a 'Fire Season Outlook' at the CalTrans auditorium at, 111 Grand Ave, Oakland. NWS will provide a fire season briefing. State agencies will participate by providing information on state agency fire season activities and what they are doing in preparation under Executive Order S-0308. Agencies invited include CalFire, CCC, Region II Fire and Law MA Coordinators, ARC, Cal Volunteers, EMSA, GIS, etc. Wildland Fire threat maps and CDs will be distributed as well.

8. Old Business

- Follow-up on draft letterhead and draft by-laws. Discussed developing a letterhead to create an identity and reinforce the MARAC when communicating information to the SEMS Advisory Board and SEMS Technical Committee. Chris Godley is elected representative to the SEMS Advisory Board. MARAC letterhead would formalize process in the event committee should take action, pass motions, or provide input to the board or committee.
- The recommendation to add SUASI cities to the voting membership of the MARAC will be submitted up through the SEMS approval process, and proposal will be entered on the new letterhead.
- Discussed creating draft by-laws to reinforce existence of the MARAC. Will draft the by-laws at the next MARAC.
- Follow-up on nomination and election of representatives to specialists committees. Discussed appointing members to sit on the various committees that have been rendered inactive. Will revisit nominations and elections until status of specialists committees is obtained.
- Definition of emergency for notification of events. OAs needs clarification on emergency thresholds for reacting to events. It was noted that an emergency would constitute anything that may gain media attention and/or that is brought to the attention of the Governor's office. A formal definition of an emergency is necessary to clarify the level of response necessary by the OA role in response to emergencies. OAs are responding to small events that should be handled locally. A letter (on the MARAC letterhead) will be presented to the chair of the tech group addressing the concerns and the processes being taken to address various levels of emergencies.

9. Cosco Busan Oil Spill

Chris Godley provided information on issues identified as result of the spill. One was the need to integrate local government response effort with that of DFG, USCG, and the private contractor that performed the unified command at the Unified Command Post on Treasure Island. The core areas identified include:

- Local Government (LG) representation at the unified command – over last 6 months LGs have been working to modify the ICP or IC org chart during regional oil spill response to reflect LG presence. A proposal that with approx. three options was provided to the committee. The goal is to allow local government representation within the ICP Unified Command structure to carry issues forward and exchange information on behalf of the counties during a major oil spill. LG would like to see the proposal incorporated into the Area Contingency Plan currently under revision. The revised ACP is due on October, 2008.
- Volunteer Management - Better coordination is needed for shoreline clean-up. Three options are being considered.

10. Proposed Agenda items for next Meeting

John requested that proposed agenda items should be emailed to the Region.

11. Adjournment

The meeting adjourned approx. 12:00 PM

The next MARAC Region II meeting will be conducted Thursday, September 25, 2008 at 10:00 am. Location is the Coastal Region REOC.